

Memo

26 October 1959

MEMORANDUM FOR: Board of Review for Shortages and Losses

25X1A6a SUBJECT : U. S. Dollar Cash Shortage at the [REDACTED] Station

25X1A6a 1. Attached is a memorandum to Chief, Finance Division from Chief, Accounts Branch, dated 13 October 1959, outlining the circumstances involved in a \$400 shortage at the [REDACTED] Station. This memorandum covers all the pertinent details of the case and for that reason those details are not repeated herein.

25X1A9a 2. It would appear from the correspondence on this case that there is a reasonable doubt as to whether or not Mr. [REDACTED] did, in fact, receive \$400 in excess of the amount which should have been advanced to him for TDY travel to the United States. For this reason, it is strongly recommended that Mr. [REDACTED] be questioned thoroughly by the Board of Review for Shortages and Losses, regarding this possibility.

25X1A9a 3. If the questioning of Mr. [REDACTED] does not develop additional information regarding this shortage, and unless there are extenuating circumstances which are not related in the attached correspondence, I must recommend that the Finance personnel of the [REDACTED] Station be held pecuniarily liable. Such recommendation is based on the following factors:

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a. The Custodian's failure to record cash transactions in the Cash Blotter at the time the transactions occurred.

b. The Custodian's failure to maintain a daily reconciliation of the cash entrusted to him.

c. The Investigating Officer's statement that cash is counted only once by the Custodian before it is released to the payee. It is normal practice for a Cashier to count a cash disbursement twice before releasing it from his control.

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[REDACTED] 25X1A9a
Chief, Finance Division

Attachment: As stated above

Distribution: Orig. & 1 - Addressee
1 - C/FD
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ORIGINAL DOCUMENT MISSING PAGE(S):

Attachment missing